# ENG 200-501(CRN 69879): Technology in Society  M/W 1:30-2:45

Fall 2020
Instructor: Nancy Engler
Email: engler@unm.edu
Instructor Led Open Study Sessions: T/W/Th 10:15 am-12:15 pm
At: https://unm.zoom.us/my/**profengler**  or by appointment
MECS Division Chair: Elaine W. Clark  ewclark@unm.edu
3 Credit hours
I will be available during the class time shown for M/W at the link below
https://unm.zoom.us/meeting/register/tJItd-mtpz8oGNJ3oBw-vAbuYKU6yEAJkuoL

## TABLE OF CONTENTS

Last update: 07/13/20

# COURSE DESCRIPTION

This is an introduction to the ways in which technology shapes the world, and is itself shaped by society, culture, politics, economics, and history. Topics include industrialization, technological changes, cultural impact, environmental policies, and social and ethical responsibilities. Meets University of New Mexico Core Curriculum Area IV: Social and Behavioral Sciences.

**Course Goals:**
C1. Recognize and articulate how technology has impacted the development of our society throughout history.
C2. Summarize and assess academic level texts and articles in Technology in Society.
C3. Critically describe the political and societal impact as well as the dominant guiding logics of contemporary science and technological innovations.
C4. Enhance your ability to evaluate information and communicate your ideas through logical evidence-based argument.
C5. Develop critical thinking skills and resource knowledge that will facilitate academic success and professional development.
C6. Critically analyze cause-and-effect relationships in the introduction of the new technology to an established society.
C7. Exercise and develop communication skills in public speaking, technical writing, and research documentation.
C8. Relate current technology to their personal, economic, and cultural circumstances.
C9. Take effective notes, organize information, and summarize text in standard written English.

**Prerequisites and Co-requisites**
*None*

# TECHNICAL SKILLS

NOTE: if the embedded hyperlinks provided below will not open, go to the indicated footnote for the full URL link to open

In order to participate and succeed in this class, you will need to be able to perform the following basic technical tasks:

- Use UNM Learn (help documentation located in "How to Use Learn" link on left course menu, and also at Online Student Documentation[1]).  Also, UNM-Valencia provides a Blackboard Learn Jumpstart self-learning module to give you practice with the most commonly used tools in UNM Learn.  Ask your instructor if you do not see the UNM-Valencia Blackboard Learn Jumstart in your list of classes in UNM Learn.
- Use email – including attaching files, opening files, downloading attachments
- Copy and paste within applications including Microsoft Office
- Open a hyperlink (click on a hyperlink to access a website or online resource)
- Use Microsoft Office applications
    - Create, download, update, save and upload MS Word documents
    - Create, download, update, save and upload MS PowerPoint presentations
    - Create, download, update, save and upload MS Excel spreadsheets
    - Download, annotate, save and upload PDF files
    - Access MS Teams
- Use the in-course web conferencing tool (Collaborate Web Conferencing software in UNM Learn) or use Zoom or other web conferencing tool
- Download and install an application or plug in – required for participating in web conferencing sessions

# TECHNICAL REQUIREMENTS

**Computer**
- A high-speed Internet connection is highly recommended.
- Supported browsers include: Detailed Supported Browsers and Operating Systems[2]
- Any computer capable of running a recently updated web browser should be sufficient to access your online course.  However, bear in mind that processor speed, amount of RAM and Internet connection speed can *greatly* affect performance.  ***Be aware, some programs that use mathematics will not work well on mobile devices such as smart phones or tablets.***
- For the best experience when using the Kaltura Media Tools inside UNM Learn, be sure to use a supported browser[3] on a desktop.
- Microsoft Office products are available free for all UNM students (more information on the UNM IT Software Distribution and Downloads page[4])

---

[1] http://online.unm.edu/help/learn/students/
[2] https://help.blackboard.com/Learn/Student/Getting_Started/Browser_Support
[3] https://help.blackboard.com/Learn/Student/Getting_Started/Browser_Support
[4] http://it.unm.edu/software/index.html

- Please update your contact information in Loboweb: [MyUNM Login](http://my.unm.edu/home)[5]. When you log into MyUNM, Enter LoboWeb. Click on the Personal Information link to make sure your contact information is up to date.
- Laptops may be available for checkout for the Fall semester from the [UNM-Valencia Library](http://valencia.unm.edu/library/index.html)[6]. Contact [UNM-Valencia Student Services](http://valencia.unm.edu/students/student-services.html)[7] for more information.

## Web Conferencing

*Web conferencing will be used in this course during the following times and dates: we will meet synchronously twice per week, beginning on Monday, August 17th at 1:30-2:45.*
*For the online sessions, you will need:*

- *A USB headset with microphone. Headsets are widely available at stores that sell electronics, at the UNM Bookstore or online.*
- *A high-speed internet connection is highly recommended for these sessions. A wireless Internet connection may be used if successfully tested for audio quality prior to web conferencing.*
- *You should also dress as you would when attending an in-person class, even if you do not turn on your video camera.*
- *To create a UNM supported Zoom account, visit the [UNM Zoom](https://unm.zoom.us/)[8] log in page.*

## Technical Support

- For UNM Learn Technical Support: (505) 277-0857 (24/7) or use the "Create a Tech Support Ticket" link in your course.
- For UNM-Valencia IT Support: (505)925-8911
- For UNM Web Conference Technical Help: (505) 277-0857

# TEXTBOOK AND SUPPLEMENTAL MATERIALS

## Required Textbooks:
*No required text. We will use online resources.*

## Required Supplementary Materials:
*Include a list of other published material the student is required to purchase for the course including lab manuals, lab kits, videos, headsets, software, etc.*

# COURSEWORK AND PARTICIPATION

## Instructor Response Time
I routinely check the course for postings or emails, Monday (8 am) – Friday (12 pm) and sometimes on the weekend. You can anticipate a 24 to 48 hour response from me, Monday – Thursday. I will try and respond to all weekend (Friday afternoon to Sunday)

---

[5] http://my.unm.edu/home
[6] http://valencia.unm.edu/library/index.html
[7] http://valencia.unm.edu/students/student-services.html
[8] https://unm.zoom.us/

emails and postings by noon on Monday or earlier. If you do not hear from me within 48 hours, please send your message again.

**Instructor Posting of grades for student work**

Grades for work submitted on LEARN will be posted and available via My Grades in Learn within five (5) business days of the due date.

**Procedures for Completing Coursework**

- Late work will be accepted, but you will lose 10% of the credit for each late assignment for each day that it is late.
- Exams will not require a proctor, but exam times will be fixed, and may be conducted via Zoom meetings.
- Late tests and quizzes will be accepted within 1 week of the due date only with a verifiable excuse that the instructor has accepted before the assignment is due. You should contact your instructor through Course Messenger in Blackboard.
- All written work is to be submitted online in LEARN.  If you have a difficulty using a tool to complete work, use the "Create a Support Ticket" link in the Course Menu immediately and notify me through Course Messenger in Blackboard.
- Written work sent via email attachment may not be graded.
- If a student anticipates a difficulty meeting a deadline, you must notify me via email at least three days in advance of the deadline.

**Course Schedule**
The course schedule will be posted on Learn.  Due dates may be updated as conditions warrant.

**Expectations for Participation**
- time required (9-12 hrs per week)
- students are expected to learn how to navigate in Learn
- students are expected to communicate with one another in team projects
- students are expected to keep abreast of course announcements
- **students are expected to use the Learn course email as opposed to a personal email address**
- students are expected to keep instructor informed of class related problems, or problems that may prevent the student from full participation
- students are expected to address technical problems immediately
- students are expected to observe course netiquette at all times


**Netiquette**
NOTE: For links to online PDF formatted documents, you may need to give permission for the document to open.  Look for a pop-up window asking for your permission

One of the overriding principles in online conversations is to "craft your responses effectively." It is sometimes difficult to remember that there are real people reading posted messages. This is especially true of online communication where others do not have the

opportunity to see body language or hear tone of voice; therefore, misunderstandings are more likely.

Please, follow these guidelines in all of your online responses and discussion postings.
- Honor everyone's right to an opinion.
- Respect the right of each person to disagree with others.
- Respond honestly but thoughtfully and respectfully; use language which others will not consider foul or abusive. You may also use emoticons to convey a lighter tone.
- Respect your own privacy and the privacy of others by not revealing information which you deem private and which you feel might embarrass you or others
- Be prepared to clarify statements which might be misunderstood or misinterpreted by others.

**A Special Note about Anger**
- Do not send messages that you have written when you are angry, even anonymous ones. In the online world, angry messages are known as "flaming" and are considered bad behavior. Venting and flaming are two different things. It is possible to vent without becoming "ugly." Stick to the facts of what is causing you frustration.
- Do not send messages that are written all in upper case; this is the visual equivalent of SHOUTING. It is considered aggressive and is considered bad behavior. If you ever feel like shouting a message, take a deep breath and wait until you have calmed down before responding. Then, respond in a calm and factual manner.

[UNM Netiquette document](http://online.unm.edu/help/learn/students/pdf/discussion-netiquette.pdf)[9]

# NOTES TO STUDENTS ABOUT PARTICIPATION IN A COURSE USING UNM LEARN:

## Tracking Course Activity
UNM Learn automatically records all students' activities including: your first and last access to the course, the pages you have accessed, the number of discussion messages you have read and sent, web conferencing, discussion text, and posted discussion topics. This data can be accessed by the instructor to evaluate class participation and to identify students having difficulty

## Submitting Assignments
When you submit an assignment via UNM Learn, you will receive an email receipt of your submission from *do-not-reply@learn.unm.edu*. Save this email as confirmation of your submission.

---

[9] http://online.unm.edu/help/learn/students/pdf/discussion-netiquette.pdf

# GRADING PROCEDURES

Your grade will be determined based on your performance on the following:

- 5 modular quizzes taken on Learn, 20% of final grade (Your lowest quiz grade will be dropped from the average.)
- Homework, worth 20% of your grade.
- Active Learning is worth 20% of your grade.  This includes group work participation
- Discussion boards worth 20% of your final grade
- Midterm exam worth 10% of your final grade
- Cumulative final exam worth 10% of your final grade

## Grading Scale

Final grades will be based on the sum of all possible course points as noted above. Percentage of available points

| Percentage Points | Grade |
| --- | --- |
| 90 –100 | A |
| 80 –89 | B |
| 70 –79 | C |
| 60 -69 | D |
| < 60 | F |

# UNM POLICIES

## Equal Opportunity and Non-Discrimination
In an effort to meet obligations under Title IX, UNM faculty, Teaching Assistants, and Graduate Assistants are considered "responsible employees" by the Department of Education [10] (see pg. 15). This designation requires that any report of gender discrimination which includes sexual harassment, sexual misconduct and sexual violence made to a faculty member, TA, or GA must be reported to the Title IX Coordinator at the Office of Equal Opportunity[11].

Read more about UNM policy regarding sexual misconduct[12].

## Copyright Issues
All materials in this course fall under copyright laws and should not be downloaded, distributed, or used by students for any purpose outside this course.

---

[10] https://www2.ed.gov/about/offices/list/ocr/docs/qa-201404-title-ix.pdf
[11] http://oeo.unm.edu/
[12] https://policy.unm.edu/university-policies/2000/2740.html

Last update: 07/13/20

[The UNM Copyright Guide](#)[13] has additional helpful information on this topic.


**Accessibility and Accommodations**
The American with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodations of their disabilities. If you have a disability requiring accommodation, please contact:

- [UNM-Valencia Student Services](#)[14] if you are a Valencia campus student. The phone number is 505-925-8560
- [UNM Accessibility Resource Center](#)[15] in 2021 Mesa Vista Hall ***if you are a main campus student***. The phone number is 505-277-3506.

Information about your disability is confidential and your instructor cannot refer you for accommodations. Be aware that you will need to provide documentation. If you need assistance in obtaining documentation, the offices above can assist you.


**Accessibility Statements**
[Blackboard's Accessibility statement](#)[16]
[Microsoft's Accessibility statement](#)[17]
*Include links to accessibility statements for all other technologies included in the course.*


**Academic Integrity**
You should be familiar with UNM's Policy on Academic Dishonesty[18] and the Student Code of Conduct[19] which outline academic misconduct defined as plagiarism, cheating, fabrication, or facilitating any such act.


**Drop Policy:**
[This section states your departmental policy for dropping students – edit or include your own statement.]

*UNM Policies: This course falls under all UNM policies for last day to drop courses, etc. Please see or the UNM Course Catalog for information on UNM services and policies. Please see the UNM academic calendar for course dates, the last day to drop courses without penalty, and for financial disenrollment dates.*

---

[13] https://copyright.unm.edu/
[14] http://valencia.unm.edu/students/student-services.html
[15] https://arc.unm.edu/
[16] https://www.blackboard.com/blackboard-accessibility-commitment
[17] https://www.microsoft.com/en-us/accessibility/
[18] https://pathfinder.unm.edu/campus-policies/academic-dishonesty.html
[19] https://pathfinder.unm.edu/code-of-conduct.html

# UNM RESOURCES

- **UNM Valencia Campus Tutoring Services**[20]

- **UNM Main Campus CAPS Tutoring Services**[21]

- **UNM-Valencia Library**[22]

- **UNM Libraries**[23]

- **"Life" Resources available to UNM-Valencia Students**[24]

- **Student Health & Counseling (SHAC) Online Services**[25]

## FOR MILITARY-CONNECTED STUDENTS

There are resources on campus designed to help you succeed. You can approach any faculty or staff for help with any issues you may encounter. Many faculty and staff have completed the GREEN ZONE training to learn about the unique challenges facing military-connected students. If you feel that you need help beyond what faculty and/or staff can give you, please reach out to the Veterans Resource Center on main campus at 505-277-3181, or by email at vrc@unm.edu. The Veterans Coordinator at UNM-Valencia is in the Student Services Office, at 505-925-8560.

## SEMESTER DEADLINES

**Fall 2020 – 16-week classes (deadlines will be different for first and second 8-week classes)**

- Monday, August 17: First day of class, classes available in Blackboard Learn
- Friday, August 28, by 5:00 PM: Last day to add a class or to change credit hours or grade mode in LoboWEB.
- Friday, September 4: Last day to drop without "W" grade and with 100% refund on LoboWEB
- Monday, September 7: LABOR DAY HOLIDAY
- Wednesday, October 7: FALL BREAK
- Tuesday, November 3: Election Day, no classes
- Friday, November 6: Last day to drop *without* Dean's permission on LoboWEB. Will receive "W" grade and will be responsible for tuition for the course.
- November 26-29: THANKSGIVING BREAK

---

[20] http://valencia.unm.edu/campus-resources/the-learning-center/learning-center.html
[21] http://caps.unm.edu/services/online-tutoring/olc.php
[22] http://valencia.unm.edu/library/index.html
[23] https://library.unm.edu/
[24] http://valencia.unm.edu/students/student-resources.html
[25] https://shac.unm.edu/

- November 30 – December 4: All classes will convert to remote instruction if not already remote
- Friday, December 4: Last day to add sections and/or change credit hours with form, last day to drop *with* Dean's permission. Will receive "W" grade and will be responsible for tuition for the course.
- December 7-12: Finals week.  All final exams given remotely.